

TOWN OF EAST WINDSOR

PLANNING & ZONING DEPARTMENT

11 RYE STREET,

BROAD BROOK, CT. 06016

FAX: (860) 623-6030

REQUEST FOR PROPOSAL – ROUTE 140 VISIONING WORKSHOP/ASSISTANCE WITH REZONING, DESIGN GUIDELINES, AND REGULATIONS FOR BUSINESS CORRIDOR

The Town of East Windsor seeks the services of a qualified consultant to assist with the Facilitation of a visioning workshop to investigate desired rezoning, design guidelines and regulations for a potential business corridor in conjunction with a new sewer extension. The consultant should be equipped to provide graphic examples for a visioning workshop, and facilitate the meeting to ascertain the stakeholder's desires for development along this corridor. The workshop should provide information to guide the establishment of design guidelines and regulations along this corridor. Financial support for this project is limited to \$9,000. It is desired to have all work involved with this project completed as soon as feasibly possible.

DESIRED SCOPE OF WORK –

1. Preparation of maps , graphics for visual preference survey– Town GIS is available
2. Facilitation of Visioning Workshop (s) with visual preference survey
3. Guidance for rezoning of the corridor
4. Development and Implementation of Design Standards for architectural style, and Density Standards/Drafting of zoning regulations
5. Miscellaneous printing, advertisement , legal fees, maps

SELECTION CRITERIA –

1. Qualification of the firm and any proposed sub-consultants, including name, size, organizational structure under which the firm(s) conducts business and relevant experience. All proposed sub-consultants must be clearly identified. Include primary location of office to be used in the project. Locally based project managers will be preferred.
2. Qualifications and resume's of key personnel, inclusive of any outside consultants to be assigned to the project, with a description of their responsibilities in conducting the assigned tasks. Firms must meet State, and Federal affirmative action and equal opportunity employment practices.
3. Current workload and demonstrated ability to meet schedules and deadlines.
4. Description of experience with other visioning workshops and development of design guidelines and regulations, and/or other related projects conducted by the firm (include references)
5. Proof of Insurance (general liability/professionals liability coverage)

DELIVERABLES

1. Visual Preference Survey and Results
2. Study areas and parcels shall be mapped with GIS
3. Recommendation for rezoning the corridor
4. Design Standards and Land Use regulation recommendations draft and final documents, and any proposed changes to zoning and/or subdivision regulations
5. All items shall be presented in both written/hard copy and electronic formats

PROPOSALS

The Town is seeking from the successful candidate a proposal that utilizes the limited funds available to the fullest. Creative ideas and techniques, and utilizing Town staff as a resource is promoted.

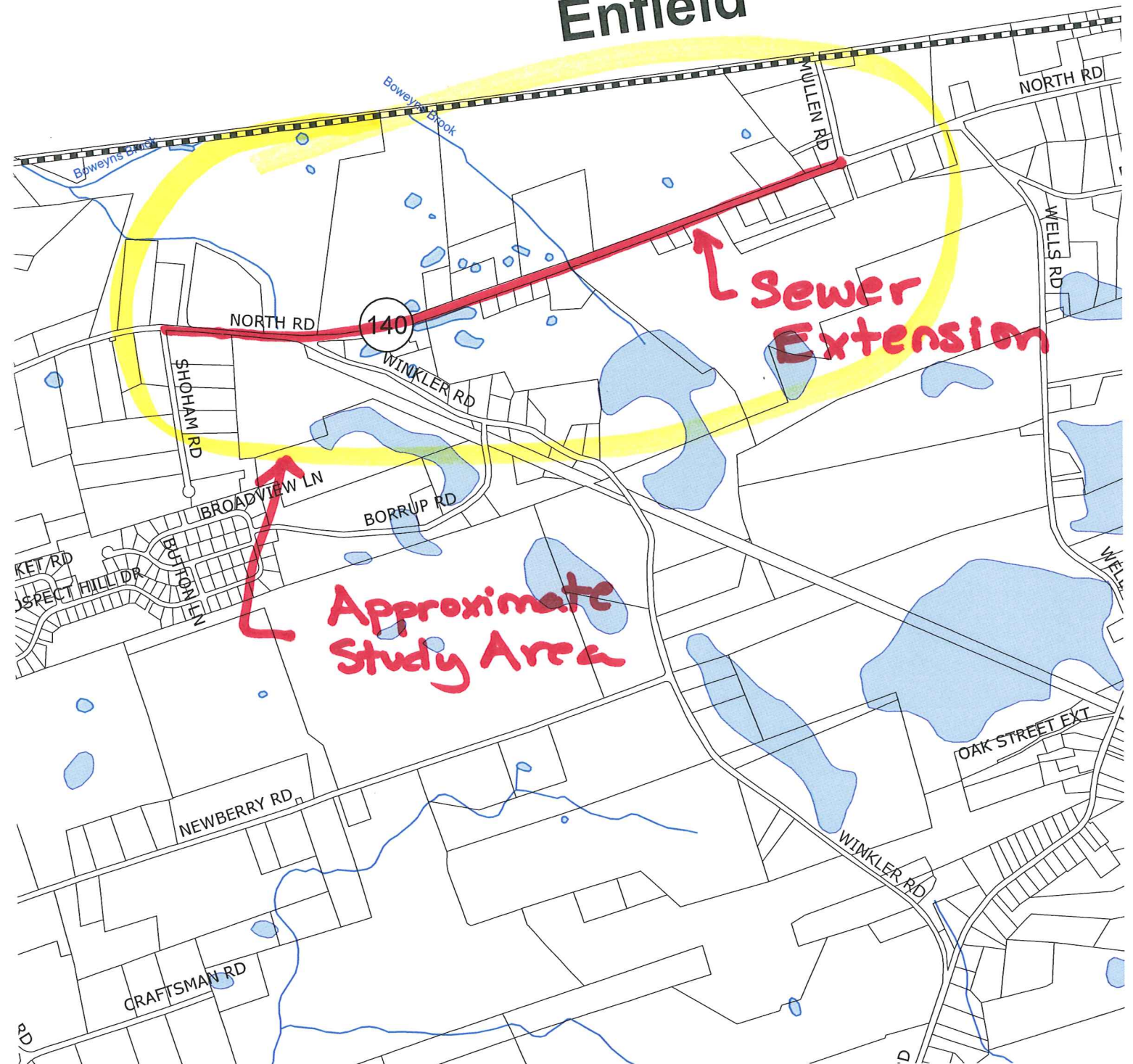
Maps for the study area are attached. This notice will also be available on the Town of East Windsor website at <http://www.eastwindsorct.com>. under **Bid Notices** on the left hand column of the main page. GIS may be accessed through the website under Town Agencies, Assessor, East Windsor GIS

Due to the end of the fiscal years, this bid process is on a tight timeframe, in order to encumber the funds for this project.

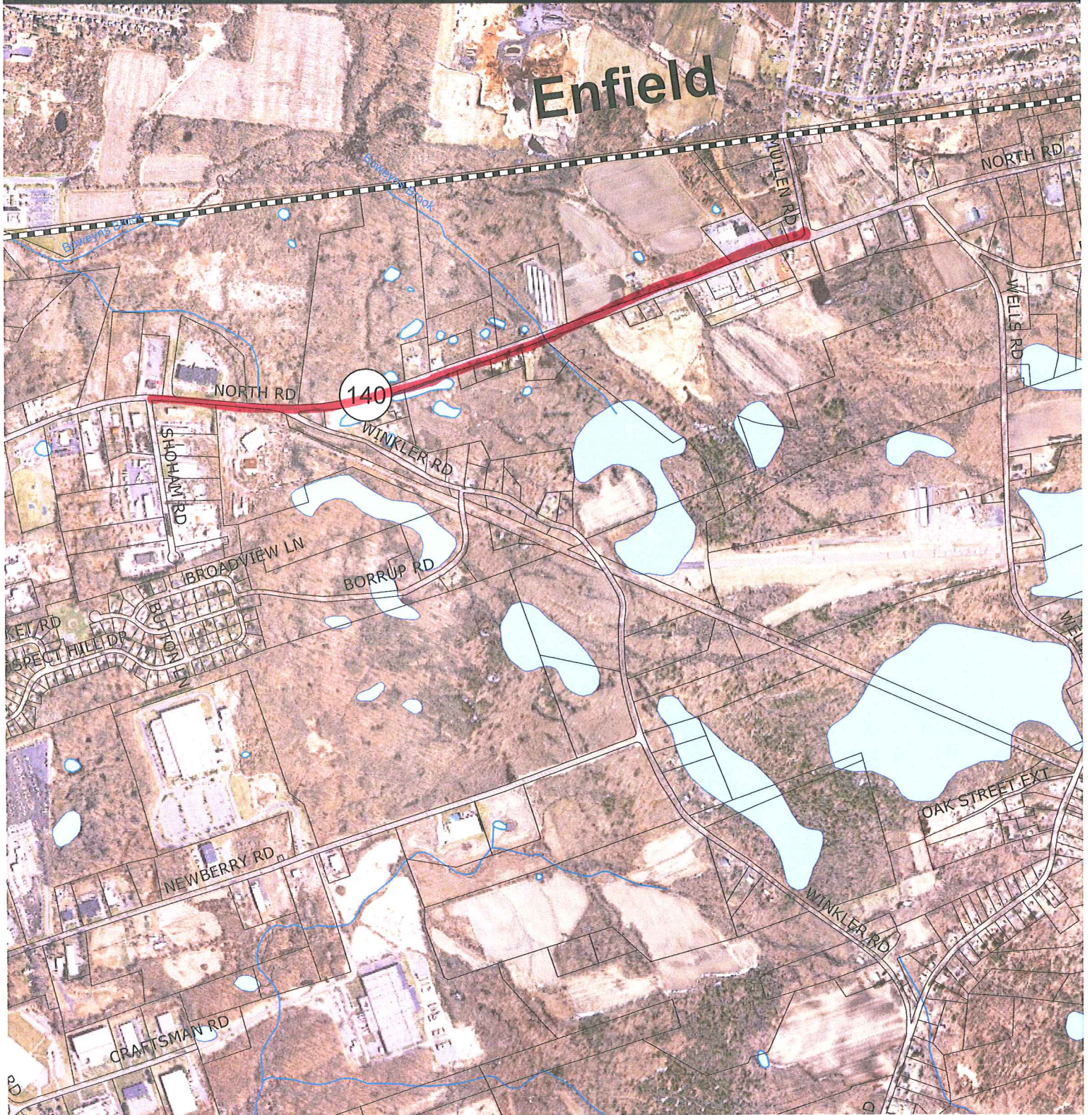
Proposals should be submitted in triplicate by 4:00 p.m. on June 1, 2011 to Laurie Whitten, Director of Planning and Development, Town of East Windsor, Planning Office, Town Hall, 11 Rye Street, Broad Brook, CT 06016. It is anticipated that interviews, if needed, will be held on the evening of June 7, 2011. Questions may be directed to Laurie Whitten via email LWhitten@eastwindsorct.com or phone 860/292-8256.

Parcel Map

Enfield

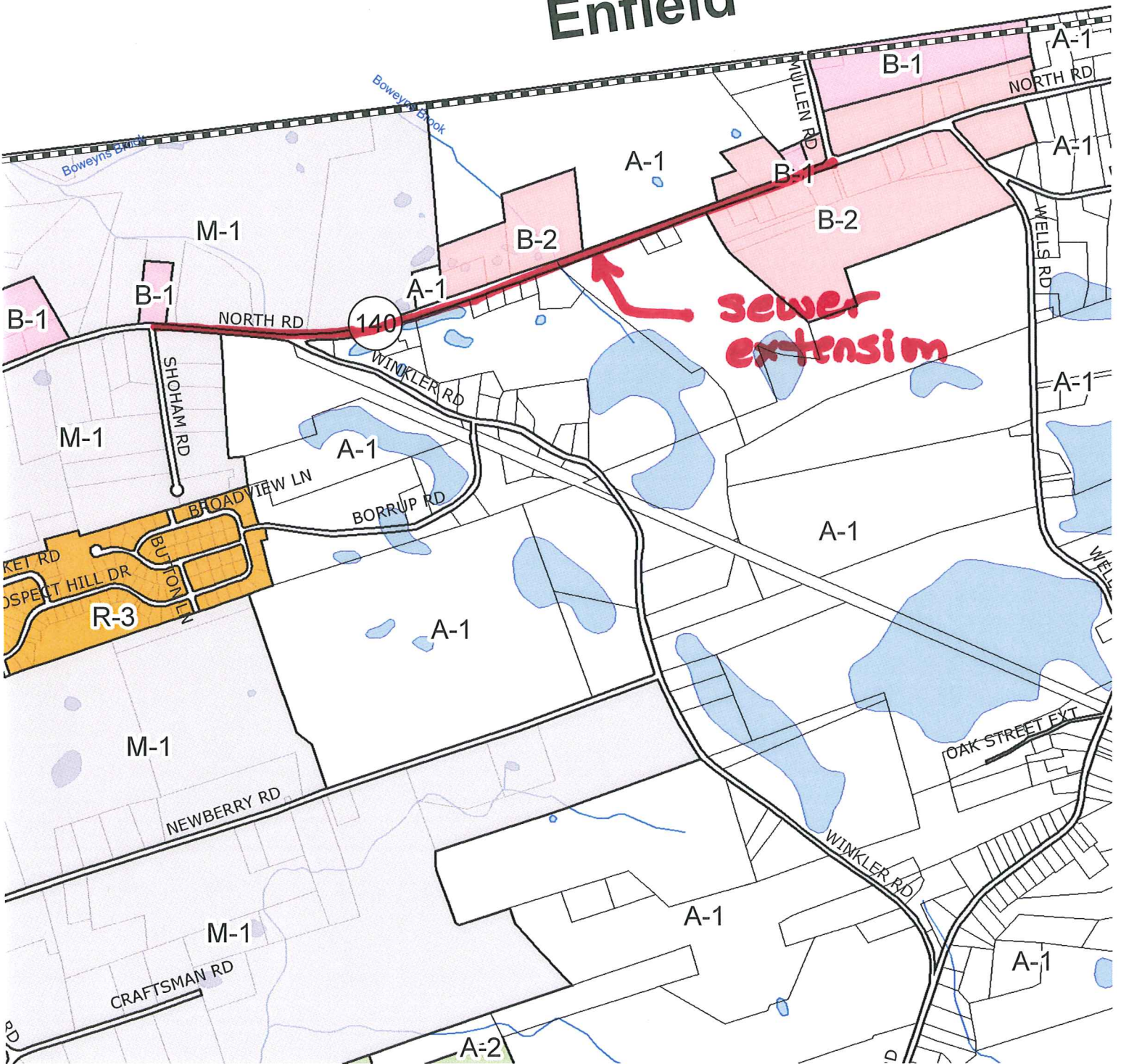


Enfield



Zoning

Enfield



Wetlands

Enfield

